



NEW YORK STATE
DIVISION OF HOUSING
& COMMUNITY
RENEWAL

HOUSING
TRUST FUND
CORPORATION

STATE OF
NEW YORK MORTGAGE
AGENCY

NEW YORK STATE
HOUSING FINANCE
AGENCY

NEW YORK STATE
AFFORDABLE HOUSING
CORPORATION

STATE OF
NEW YORK MUNICIPAL
BOND BANK AGENCY

TOBACCO SETTLEMENT
FINANCING
CORPORATION

ANDREW M. CUOMO
GOVERNOR

DARRYL C. TOWNS
COMMISSIONER/CEO

Housing Trust Fund Corporation Policy on Reporting and Maintaining Records on Lobbying Contacts

The Public Authorities Reform Act of 2009 (L. 2009, Ch. 506) added § 2987 to the Public Authorities Law concerning lobbying contacts with public authorities and public benefit corporations. See, Public Authorities Law § 2987(4).

Under § 2987, every member, officer or employee of a public benefit corporation who is contacted by a “lobbyist” shall make a contemporaneous record of such contact containing the day and time of the contact, the identity of the lobbyist, and a general summary of the substance of the contact. A separate record of receipt of a documentary lobbying contact (i.e. letters) need not be made as long as the document is maintained by HTFC in the file relating to lobbying contacts.

As defined by Section one-c of the Legislative Law, to which Public Authorities Law § 2987(1)(a) turns to for its definition of lobbyist, “lobbyist” means “every person or organization retained, employed or designated by any client to engage in lobbying.” Exceptions to this definition include directors, officers and employees of public authorities or state and municipal governments, among others, who are discharging their official duties as well as specified persons under the Education Law. Public Authorities Law § 2987(1)(b) defines “lobbying” to include any attempt to influence the outcome of any adoption or rejection of any rule or regulation of the public authority or the outcome of any rate making proceeding by a public authority.

In order to comply with this law, Members of the Board of Directors, Officers and Employees of HTFC must make a contemporaneous record of any lobbying contact to which he/she may be a party containing the day and time of the contact, the identity of the lobbyist and a general summary of the substance of the contact. This record, as well as any documentary contact, must be forwarded to the Treasurer of the Corporation who shall maintain the records for all procurement lobbying contacts or the Secretary of the Corporation who shall maintain the records for all other lobbying contacts. Such records shall be maintained for not less than seven years in filing systems designed to organize the records in a manner so as to make the records useful in determining whether the decisions of the HTFC were influenced by lobbying contacts.

Questions about this policy may be referred HTFC Counsel. HTFC Counsel may also develop and implement further procedures as may be necessary to carry out the mandates of § 2987.

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